FINANCIAL STATEMENTS AND REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS

June 30, 2008

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#### MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of Benzie County Central Schools (BCCS) annual financial report presents a discussion and analysis of the District's financial performance during the fiscal year that ended on June 30, 2008. It is meant to be read in conjunction with the transmittal letter at the front of this report and the District's financial statements, which immediately follow this section.

#### FINANCIAL HIGHLIGHTS

- The District's financial status continued to remain stable compared to last school year, there were no reductions to foundation grant or categorical aid; however, enrollment decreased. Though revenue sources remain constant, or decrease in some instances, major expenditures continue to increase.
  - Foundation grant increased to \$7,204/pupil. This is a \$119/pupil, or 1.7% increase compared to last year's \$7,085/pupil grant.
  - Blended enrollment decreased by 84.21, or 4.2%, compared to June 2007.
    - 6/30/07 = 2.018.73 6/30/08 = 1.934.52
  - The District's contribution rate for employee retirement decreased slightly by 1.02%, from 17.74% in 2006/07 to 16.72%.
  - The BCCEA (Teachers) contract was settled. The contact included a 1.5% step increase through 2010/11 with changes in the Rx plan from a \$5 plan to a \$10 plan for 2008/09 and a \$10/\$20 plan for the remaining years. These Rx changes will help to reduce increases in the health care insurance premiums.
  - Energy expenses continued to rise, diesel fuel in particular. Diesel fuel averaged \$2.47/gal in July 2007 and increased to an average of \$4.18/gal by June 2008. This is an increase of \$1.71/gal, or 69%. Diesel fuel expenses represented 18% of the District's Transportation budget.

#### OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of three parts – management's discussion and analysis (this section), the basic financial statements and required supplementary information. The basic financial statements include two kinds of statements that present different views of the District:

- The first two statements are district-wide financial statements that provide both short-term and long-term information about the District's overall financial status.
- The remaining statements are *fund financial statements* that focus on *individual parts* of the District, reporting the District's operations *in more detail* than the district-wide statements.
- The *governmental funds* statements tell how *basic* services like regular and special education were financed in the *short-term* as well as what remains for future spending.
- Fiduciary funds statements provide information about the financial relationships in which the District acts solely as a *trustee or agent* for the benefit of others.

**Financial Report** Management's Basic Financial Required Discussion and Supplementary Statements Analysis Information District-wide Fund Financial Notes to Financial Statements Financial Statements Statements **Summary** Detail

Figure A-1

**Benzie County Central Schools Annual** 

The financial statements also include *notes* that explain some of the information in the statements and provide more detailed data. The statements are followed by a section of *required supplementary information* that further explains and supports the financial statements with a comparison of the District's budget for the year. Figure A-1 on the previous page shows how the various parts of this annual report are arranged and related to one another.

		Figure A-2	
	Major Feature	s of District-Wide and Fund Financial Stater	ments
		Fund	Financial Statements
	District-wide Statements	Governmental Funds	Fiduciary Funds
Scope	Entire district (except fiduciary funds)	The activities of the district that are not proprietary or fiduciary, such as special education and building maintenance.	Instances in which the district administers resources on behalf of someone else, such as scholarship programs and student activities monies
Required financial statements	* Statement of net assets * Statement of activities	Balance sheet     Statement of revenues,     expenditures and changes     in fund balances	Statement of fiduciary net assets     Statement of changes in     fiduciary net assets
Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus	Accrual accounting and economic resources focus
Type of asset/ liability information	All assets and liabilities, both financial and capital, short-term and long-term	Generally assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets or long-term liabilities included	All assets and liabilities, both short-term and long-term, BCC's funds do not currently contain capital assets, although they can
Type of inflow/ outflow information	All revenues and expenses during year, regardless of when cash is received or paid	Revenus for which cash is received during or soon after the end of the year, expenditures when goods or services have been received and the related liability is due and payable	All additions and deductions during the year, regardless of when cash is received or paid

Figure A-2 summarized the major features of the District's financial statements, including the portion of the District's activities they cover and the types of information they contain. The remainder of this overview section of management's discussion and analysis highlights the structure and contents of each of the statements.

#### **DISTRICT-WIDE STATEMENTS**

The district-wide statements report information about the District as a whole using accounting methods similar to those used by private-sector companies. The statements of net assets include *all* of the District's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two district-wide statements report the District's *net assets* and how they have changed. Net assets – the difference between the District's assets and liabilities – are one way to measure the District's financial health or *position*.

- Over time, increases or decreases in the District's net assets are an indicator of whether its financial position is improving or deteriorating, respectively.
- To assess the overall health of the District, consideration must be given to additional nonfinancial factors such as changes in the District's property tax base and the condition of school buildings and other facilities.

In the district-wide financial statements, the District's activities include:

- Governmental activities – Most of the District's basic services are included here, such as regular and special education, transportation and administration. Property taxes and state formula aid finance most of these activities.

#### FUND FINANCIAL STATEMENTS

The fund financial statements provide more detailed information about the District's *funds*, focusing on its most significant or "major" funds – not the District as a whole. Funds are accounting devices the District uses to keep track of specific sources of funding and spending on particular programs:

- Some funds are required by State law and by bond covenants.
- The District establishes other funds to control and manage money for particular purposes (repayment of long-term debts) or to show that it is properly using certain revenues (like school lunch and athletics).

The District has two kinds of funds:

- Governmental funds Most of the District's basic services are included in governmental funds, which generally focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. Because this information does not encompass the additional long-term focus of the district-wide statements, additional information is provided with the governmental funds statements explaining the relationship (or differences) between them.
- Fiduciary funds The District is the trustee, or fiduciary, for assets that belong to others, such as the scholarship fund and the student activities funds. The District is responsible for ensuring that the assets reported in these funds are used only for their intended purposes and by those to whom the assets belong. We exclude these activities from the district-wide financial statements because the District cannot use these assets to finance its operations.

#### FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE

Net assets – The District's combined net assets increased from \$2,130,781 to \$2,454,078, an increase of \$323,297.

The District's financial position is the product of several independent factors. Overall, revenues and expenses both decreased when compared to last year. Salary, benefits and other expenses, such as energy, continue to increase at higher rates than revenues.

#### Table A-3 BCCS's Net Assets

Current and other assets         \$ 3,872,409         \$ 4,014           Capital assets         10,184,781         9,832           Total assets         14,057,190         13,846           Long-term debt oustanding         9,658,745         9,056           Other liabilities         2,267,664         2,335	062 291 458 755
Total assets 14,057,190 13,846,  Long-term debt oustanding 9,658,745 9,056,	291 458 755
Long-term debt oustanding 9,658,745 9,056,	458 755
Long-term debt oustanding 9,658,745 9,056,	458 755
	755
	755
	755
Other habilities 2,267,004 2,555,	
	213
Total liabilities 11,926,409 11,392,	213
10tal habilities 11,720,407 11,372,	
Net assets	
Invested in capital assets, net of related debt 236,612 395,	607
Restricted 224,915 222,	696
Unrestricted 1,669,254 1,835,	775
T 1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	070
Total net assets \$ 2,130,781 \$ 2,454,	078
Table A-4	
Changes in BCCS's Net Assets	
Changes in 2005 street issues	
Revenues	
Property Taxes 2007 2008	
Levied for general purposes \$ 5,977,222 \$ 6,452	,685
	3,952
State school aid - unrestricted 7,976,467 7,096	5,121
Grants and contributions not restricted for a specific program 231,551 106	5,727
	,684
Operating grants and contributions 2,607,950 2,439	,126
	3,475
Investment and other 100,719 125	,043
T. 1	012
Total revenues 18,125,661 17,493	,813
Expenses	
Instruction 10,159,811 9,331	,888,
Support services 5,807,403 5,875	,200
Community services 28,567	-
Food services 778,858 842	2,826
Athletics 211,004 211	,647
Other 9,810 1	,196
Debt Service	
Interest 451,351 440	0,010
Depreciation 541,511 467	7,749
Total expenses 17,988,315 17,170	1516
17,700,313 17,170	,510
Change in net assets 137,346 323	3,297
Net assets, beginning of the year 1,993,435 2,130	781
2,130	,,,,,,
Net assets, end of the year \$ 2,130,781 \$ 2,454	,078

#### **District Governmental Activities**

The District maintained its sound financial planning and personnel management for the 2007/08 School Year.

- Teachers retiring or resigning the district are replaced only if enrollments dictate the need for increased instruction.
- The District attempts to replace all resigning or retiring teachers at lower or entry level salary steps than the departing incumbent.
- Grant funded programs are totally dependent upon dollars received. If dollars coming in from the grant decrease, expenses are decreased accordingly.
- The District continues to assess enrollment and has established a baseline classroom size of not less than 15 students.

#### FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

The financial performance of the District as a whole is reflected in its governmental funds. As the District completed the year, its general fund reported a fund balance of \$2,059,929 or \$168,384 above last year's ending fund balance of \$1,891,545.

#### **General Fund Budgetary Highlights**

Over the course of the year, the District revises the annual operating budget quarterly. The District begins the school year the last week of August, before the State's fiscal year begins in October. Therefore, budget assumptions made by the District earlier in the year may not materialize when the State implements the education budget.

Changes are made to final student enrollment counts, staffing assignments and changes in grant funding since the original budget was adopted.

#### CAPITAL ASSET AND DEBT ADMINISTRATION

#### **Capital Assets**

Depreciable assets for the 2007/08 school year totaled \$17,604,507. As resource continue to decrease, the District remains unable to invest as much in new busses and new equipment as in earlier years. The District did invest in 3 used buses and update Elementary and High School computer labs this past year. The sale of six buses from the district's aging bus fleet contributed the decrease in bus/vehicle assets.

	2007	2008
Buildings & improvements	\$ 15,212,316	\$ 15,212,316
Furniture & equipment	921,001	1,016,688
Buses & vehicles	1,660,587	1,375,503
Total	\$ 17,793,904	\$ 17,604,507
Increase/(Decrease)		\$ (189,397)

#### **Long-term Debt**

At year-end the District had \$9,676,217 in general obligation bonds and \$224,154 in accumulated leave liability. (More detailed information about the District's long-term liabilities is presented in Note  $\underline{G}$  to the financial statements.)

Table A-6 BCCS's Outstanding Long-Term Debt					
	2007	2008			
General obligation debts					
(financed with property taxes)	\$ 10,206,217	\$ 9,676,217			
Unaccreted Premium	70,943	61,427			
Unamortized refinancing cost	(328,991)	(301,189)			
Accumulated Sick & Vacation Leave	222,290	224,154			
Total	\$ 10,170,459	\$ 9,660,609			

#### FACTORS BEARING ON THE DISTRICT'S FUTURE

At the time these financial statements were prepared and audited, the District was aware of circumstances that could significantly affect its financial health in the future:

- The 2008-2009 foundation allowance has been proposed by the State of Michigan to increase to \$7,324/pupil from \$7,204/pupil, a 1.7% increase from 07/08.
- The *preliminary blended* student count for the 2008/09 school year reflects a decrease of 80 students from the 2007/08 blended count. The official count will not occur until after this audit is published.
- Health insurance costs continue to rise in spite of the insurance conversion to a high deductible health insurance and Health Savings Account (HSA) plan for non-union employees and MESSA Choices II for teachers and support staff. The teachers will move from a \$5 Rx plan to a \$10 Rx plan beginning in September 2008.
- Three labor contracts (Food Service, Support Staff and Transportation) remain to be negotiated in the 2008/09 school year.
- The district's retirement contribution rate will decrease slightly to 16.54% compared to the 07/08 contribution rate of 16.72%.

#### CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers and investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have questions about this report or need additional information, contact the Central Business Office, Benzie County Central Schools, 9222 Homestead Rd, Benzonia MI 49616.



Business and Financial Advisors
Our clients' success - our business

Thomas E. Gartland, CPA Brad P. Niergarth, CPA James G. Shumate, CPA Robert C. Thompson, CPA Michael D. Shaw, CPA Mary F. Krantz, CPA Shelly K. Bedford, CPA Heidi M. Wendel, CPA

#### REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS

Board of Education Benzie County Central School District

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of *Benzie County Central School District* (the "School District") as of and for the year ended June 30, 2008, which collectively comprise the School District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the School District's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material aspects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Benzie County Central School District as of June 30, 2008, and the respective changes in financial position, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 17, 2008, on our consideration of the School District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and important for assessing the results of our audit.

Member of



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The management's discussion and analysis on pages i - vi and the budgetary comparison information on page 23, are not a required part of the basic financial statements, but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the School District's basic financial statements. The combining non-major fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations*, and is also not a required part of the basic financial statements of the School District. The combining non-major fund financial statements and the Schedule of Expenditures of Federal Awards have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Dennis, Gartland & Niergarth

September 17, 2008

#### STATEMENT OF NET ASSETS

June 30, 2008

	Governmental <u>Activities</u>
ASSETS	
Current assets	
Cash and cash equivalents	\$ 2,232,790
Intergovernmental receivable	1,696,875
Other receivables	10,451
Inventory	74,134
Total current assets	4,014,250
Capital assets, net of accumulated depreciation	9,832,062
Total assets	\$ 13,846,312
LIABILITIES AND NET ASSETS	
LIABILITIES	
Current liabilities	
Accounts payable	\$ 87,156
State aid anticipation note payable	385,097
Salaries payable and related expenses	1,140,989
Accrued expenses	101,297
Deferred revenue	17,086
Current portion of long-term liabilities	604,151
Total current liabilities	2,335,776
Non-current portion of long-term obligations	9,056,458
Total liabilities	11,392,234
NET ASSETS	
Invested in capital assets, net of related debt	395,607
Restricted for	
Debt Service	217,655
School-based activities	5,041
Unrestricted	1,835,775
Total net assets	2,454,078
Total liabilities and net assets	<u>\$ 13,846,312</u>

#### STATEMENT OF ACTIVITIES

Functions/Program	_	Expenses	_	Charges For Services	0	ogram Revenues perating Grants d Contributions	 Capital Grants and Contributions	Re	Net (Expense) venue and Changes in Net Assets Governmental Activities
Governmental activities Instruction Supporting Services Food Service Athletic Other Interest on long-term debt Depreciation-unallocated	\$	9,331,888 5,875,200 842,826 211,647 1,196 440,010 467,749	\$	228,141 93,543	\$	1,930,533 - 508,593 - - -	\$ 23,475	\$	(7,401,355) (5,875,200) (106,092) (118,104) 22,279 (440,010) (467,749)
Total governmental activities	\$	17,170,516	\$	321,684	\$	2,439,126	\$ 23,475		(14,386,231)
General purpose revenues Property taxes Levied for general purposes Levied for debt service State school aid - unrestricted Grants and contributions not restricted to specific program Gain on sale of property and equipment Investment and other							6,452,685 928,952 7,096,121 106,727 11,101 113,942		
		Total general	purp	oose revenue					14,709,528
	Chang	e in net assets							323,297
	Net as	sets, beginning o	f yea	ır					2,130,781
	Net as	sets, end of year						\$	2,454,078

<sup>-5-</sup> The accompanying notes are an integral part of these financial statements.

#### **BALANCE SHEET - GOVERNMENTAL FUNDS**

June 30, 2008

		General Fund	Go	Other vernmental Funds	G	Total overnmental Funds
ASSETS	Φ.	1.040.065	Ф	202.525	Ф	2 222 700
Cash and cash equivalents	\$	1,940,265	\$	292,525	\$	2,232,790
Other receivables		1,689,675		10,451 7,200		10,451 1,696,875
Intergovernmental receivable  Due from other funds		5,286		6,404		1,090,873
Inventory		60,535		13,599		74,134
Inventory		00,333		13,377		74,134
Total assets	\$	3,695,761	\$	330,179	\$	4,025,940
LIABILITIES AND FUND BALANCES						
LIABILITIES						
Accounts payable and accrued expenses	\$	1,227,395	\$	28,021	\$	1,255,416
Deferred revenue		17,086		-		17,086
Due to other funds		6,254		5,436		11,690
State aid anticipation note payable		385,097				385,097
Total liabilities		1,635,832		33,457		1,669,289
FUND BALANCES						
Reserved for debt retirement		_		291,681		291,681
Reserved for inventory		60,535				60,535
Reserved for Food Service		-		5,041		5,041
Designated for instructional activities		53,045		-		53,045
Unreserved and undesignated		22,012				22,012
Reported in General Fund		1,946,349		<u>-</u>		1,946,349
Total fund balances		2,059,929		296,722		2,356,651
Total liabilities and fund balances	\$	3,695,761	\$	330,179		
Reconciliation of Governmental Fund Balances to Distr Amounts reported for governmental activities in the sta Capital assets used in governmental activities are n reported as assets in governmental funds. The cost accumulated depreciation is \$(7,825,886).	tement o	of net assets are	differnd, the	ent because: refore, are no		9,832,062
Long-term liabilities, including bonds payable, are not therefore, are not reported as liabilities in the funds					of:	
Unar Unamo	crued int nortized rtized ref	Bonds payable terest on bonds bond premium financing costs		9,676,217 74,026 61,427 (301,189)		(0.724.625)
Acc	umulated	l leave liability		224,154		(9,734,635)
Total net assets - governmental activities					\$	2,454,078

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS

	 General Fund		Other Governmental Funds		Total Governmental Funds
Revenues					
Property taxes	\$ 6,452,685	\$	928,952	\$	7,381,637
Interest	91,285		22,656		113,941
State revenues	8,088,109		48,478		8,136,587
Federal revenues	548,932		460,115		1,009,047
Other	 558,375	_	321,684		880,059
Total revenues	 15,739,386	_	1,781,885	_	17,521,271
Expenditures					
Instruction	9,377,779		-		9,377,779
Supporting Services	5,772,279		-		5,772,279
Food Service	-		842,826		842,826
Athletic	-		211,647		211,647
Other	11,472		-		11,472
Debt Service					
Principal	-		530,000		530,000
Interest	-		417,238		417,238
Other	-		825		825
Capital outlay	 167,352		19,201	_	186,553
Total expenditures	15,328,882		2,021,737	_	17,350,619
REVENUES OVER (UNDER) EXPENDITURES	410,504		(239,852)		170,652
Other financing sources (uses)					
Operating transfers in	-		242,120		242,120
Operating transfers out	(242,120)	_		_	(242,120)
Total other financing sources (uses)	 (242,120)		242,120	_	
REVENUE OVER EXPENDITURES AND OTHER FINANCING SOURCES (USES)	168,384		2,268		170,652
	•		·		·
Fund balance, beginning of year	1,891,545	_	294,454		2,185,999
Fund balance, end of year	\$ 2,059,929	\$	296,722	\$	2,356,651

# RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES WITH THE DISTRICT-WIDE STATEMENT OF ACTIVITIES

Year Ended June 30, 2008

<b>Total Net Change in Fund Balances - Governmental Funds</b>	\$	170,652
Amounts reported for governmental activities in the statement of activities are different because:		
Capital outlays to purchase or build capital assets are reported in the governmental funds as expenditures. However, costs that meet the capitalization policy are shown in the statement of net assets and allocated over their estimated useful lives as annual depreciation expenses in the statement of activities. This is the amount by which capital outlays exceeds depreciation in the period.  Capital outlays \$ 131,387  Depreciation expense (467,749)		(336,362)
In the statement of activities, certain operating expenses - compensated absences (vacations and sick leave) - are measured by the amounts earned during the year. In the governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially, the amounts actually paid). This year, sick time earned was greater than the amounts paid by \$1,864.		(1,864)
Repayment of bond principal is an expenditure or other financing use in the governmental funds, but reduces long-term liabilities in the statement of net assets and does not affect the statement of activities.		530,000
Gain on sale of assets		11,101
Proceeds from the sale of assets are revenues in the governmental funds, but it reduces capital assets, net of accumulated depreciation in the statement of net assets and does not affect the statement of activities.		(27,458)
Net amortization of bond premium and issuance costs.		(18,286)
Interest on long-term debt in the statement of activities differs from the amount reported in the governmental funds because interest is recorded as an expenditure in the funds when it is due, and thus requires the use of current financial resources. In the statement of activities, however, interest expense is recognized as the interest accrues, regardless of when it is due. The interest reported in the statement of activities is the net result of the decrease in accrued interest on bonds payable.	_	(4,48 <u>6</u> )

**Changes in Net Assets of Governmental Activities** 

#### STATEMENT OF FIDUCIARY NET ASSETS

June 30, 2008

35,235
35,235

#### NOTES TO FINANCIAL STATEMENTS

#### NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Introduction

Benzie County Central School District (the "School District") is a Michigan public school district consisting of four elementary schools, a middle school and a high school. The School District primarily serves the Benzonia, Lake Ann, Honor and Crystal Lake communities. As of June 30, 2008, the School District employs 102 professional staff and 118 non-professional staff and has 1,862 students enrolled within its School District.

The accounting policies of the School District conform to generally accepted accounting principles as applicable to governments. The School District is considered to be a local government unit.

The accounting and reporting framework and the more significant accounting principles and practices of the School District are discussed in subsequent sections of this note. The remainder of the notes are organized to provide explanations, including required disclosures, of the School District's financial activities for the fiscal year ended June 30, 2008.

#### The Financial Reporting Entity

Benzie County Central School District's Board of Education (the "Board") is the basic level of government which has oversight responsibility and control over all activities related to the public school education. The Board receives funding from local, State and Federal government sources and must comply with the concomitant requirements of these funding source entities. However, the Board is not included in any other governmental "reporting entity," as defined in Governmental Accounting Standards Board ("GASB") Statement No. 14, since Board members are elected by the public and have decision-making authority to levy taxes, the power to designate management, the ability to significantly influence operations and primary accountability for fiscal matters. In addition, under the criteria of the GASB pronouncement, student, parent and teacher organizations are not included, except to the extent that the School District holds assets in the capacity of an agent.

#### Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The statement of net assets and statement of activities display information about the School District as a whole, except for its fiduciary activities. Individual funds are not displayed.

The statement of activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Program revenues include: (1) charges for services which report fees, fines and forfeitures, and other charges to users of the School District's services; (2) operating grants and contributions which finance annual operating activities including restricted investment income; and (3) capital grants and contributions which fund the acquisition, construction or rehabilitation of capital assets. These revenues are subject to externally imposed restrictions to these program uses. Taxes and other revenue sources not properly included with program revenues are reported as general revenues.

#### Fund Financial Statements

The balance sheet and statement of revenues, expenditures and changes in fund balances (i.e., fund financial statements) for the School District's governmental funds are presented after the government-wide statements. These statements display information about major funds individually and non-major funds in the aggregate for governmental funds. Major funds are generally those that represent 10% or more of governmental fund assets, liabilities, revenues or expenditures.

#### Measurement Focus, Basis of Accounting and Financial Statement Presentation

The financial statements of the School District are prepared in accordance with generally accepted accounting principles ("GAAP"). The School District's reporting entity applies all relevant Governmental Accounting Standards Board ("GASB") pronouncements and applicable Financial Accounting Standards Board ("FASB") pronouncements and Accounting Principles Board ("APB") opinions issued on or before November 30, 1989, unless they conflict with GASB pronouncements. The School District's reporting entity does not apply FASB pronouncements or APB opinions issued after November 30, 1989.

The government-wide statements report using the economic resource measurement focus and the accrual basis of accounting generally including the reclassification or elimination of internal activity (between or within funds). Reimbursements are reported as reductions to expenses. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized in the year for which they are levied, while grants are recognized when grantor eligibility requirements are met.

Governmental fund financial statements report using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The School District considers revenues to be available if they are collected within 60 days of the end of the fiscal year. Expenditures are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are reported as expenditures in the year due.

Major revenue sources susceptible to accrual include property taxes, intergovernmental revenues and investment income. In general, other revenues are recognized when cash is received.

#### Fund Types and Major Funds

Activities in Major Funds

The General Fund is the general operating fund of the School District. It is used to account for all financial resources except those required to be accounted for in another fund.

#### Other Governmental Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are restricted to expenditures for specified purposes. The School Service Funds are Special Revenue Funds that segregate, for administrative purposes, the transactions of a particular activity from regular revenue and expenditure accounts. The School District maintains full control of these funds. The Special Revenue Funds maintained by the School District are the Athletic Fund and Food Service Fund.

The Debt Retirement Funds are used to account for the accumulation of resources for, and the payment of, bond principal, interest and related costs.

#### Fiduciary Funds

Fiduciary Funds are used to account for assets held by the School District in a trustee capacity or as an agent. Fiduciary Fund net assets and results of operations are not included in the government-wide statements. Agency Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

#### Cash and Equivalents

The School District reporting entity considers highly liquid investments (including restricted assets) with an original maturity of three months or less when purchased to be cash equivalents.

#### **Inventories**

Inventories in governmental funds consist of expendable supplies held for consumption stated on a first-in, first-out basis. They are reported at cost, which is recorded as an expenditure at the time individual inventory items are used.

#### Capital Assets

Capital assets are recorded at cost or, if donated, the fair value at the time of donation. Capital assets are depreciated over their estimated useful lives ranging from 5 to 50 years. The School District generally capitalizes assets with costs of \$5,000 or more as purchase and construction outlays occur. No depreciation is recorded on land or construction-in-process. Expenditures for major renewals and betterments that extend the useful lives of the capital assets are capitalized. Expenditures for maintenance and repairs are charged to current expenditures as incurred. Depreciation is computed using the straight-line method. When capital assets are disposed, the cost and applicable accumulated depreciation are removed from the respective accounts and the resulting gain or loss is recorded in operations.

Estimated useful lives, in years, for depreciable assets are as follows:

Buildings	50 years
Improvements, other than buildings	20 years
Buses and vehicles	10 years
Furniture and equipment	5 years

#### Long-term Debt, Deferred Debt Expense and Bond Discounts/Premiums

In the government-wide financial statements, outstanding debt is reported as liabilities. Bond issuance costs, bond discounts or premiums, and the difference between the reacquisition price and the net carrying value of refunded debt are capitalized and amortized over the terms of the respective bonds using a method that approximates the interest method.

The governmental fund financial statements recognize the proceeds of debt and premiums as other financing sources of the current period. Issuance costs are reported as expenditures.

#### Fund Equity

The governmental fund financial statements report reserved fund balance for amounts not available for appropriation or legally restricted for specified purposes. Designations of fund balance represent tentative management plans that are subject to change.

#### Program Revenues

Program revenues derive directly from the program itself or from outside parties for the restricted use in a particular program. On the statement of activities, program revenues reduce the net cost of the various functions to reflect the amount which is financed from the School District's general revenues.

The School District's most significant program revenues are Title I, At-Risk and School Lunch Program, which are reported as operating grants and contributions.

#### Spending Policy

The School District's policy is to apply restricted revenues first when an expense is incurred for purposes when both restricted and unrestricted net assets are available.

#### **Encumbrance Accounting**

The School District formally records encumbrances in the accounting records during the year as a normal practice. In accordance with generally accepted accounting principles, outstanding encumbrances at year-end for which goods or services are received are reclassified as expenditures and accounts payable. All other encumbrances in the annual budgeted funds are reversed at year-end and are either canceled or are included as reappropriations of fund balance for the subsequent year.

#### Allocation of Expenses

The School District reports each function's direct expenses, those that are specifically associated with a service, program or department and, thus, are clearly identifiable to a particular function.

The School District has elected to not allocate indirect expenses.

#### Use of Estimates in the Preparation of Financial Statements

The preparation of financial statements, in conformity with generally accepted accounting principles, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual amounts could differ from those estimates.

#### NOTE B - BUDGETARY POLICY AND PRACTICE

#### Excess of Expenditures Over Appropriations in Budgeted Funds

Michigan Public Act 621 of 1978 provides that a local unit shall not incur expenditures in excess of the amounts appropriated. During the year ended June 30, 2008, the School District was out of compliance with the Act as follows:

	<u>Budget</u>	<u>Actual</u>	V	ariance
General Fund				
Instruction	\$ 9,457,782	\$ 9,461,411	\$	(3,629)

#### NOTE C - CASH AND INVESTMENTS

At June 30, 2008, the School District's cash and investments include the following:

	Cash and Equivalents
Cash on hand Bank deposits	\$ 104 2,267,921
	\$ 2,268,025

#### **Bank Deposits**

All of the School District's bank deposits are with financial institutions which provide FDIC insurance coverage.

As of June 30, 2008, \$2,279,493 of the School District's bank balance of \$2,557,929 was exposed to custodial credit risk because it was uninsured and uncollateralized.

#### NOTE D - RECEIVABLES, UNCOLLECTIBLE ACCOUNTS AND DEFERRED REVENUE

#### Property Taxes Receivable, Deferred Revenue and Property Tax Calendar

Property taxes are levied, billed and attached as enforceable liens in July and December of the School District's fiscal year. Townships within the School District collect and remit taxes until February 15, at which time the uncollected real property taxes are turned over to the counties as delinquent. Delinquent real property taxes are funded by the county and remitted to the School District. Delinquent personal property tax remains a receivable until collected from the taxpayer by the townships and remitted to the School District. In the governmental fund financial statements, if delinquent taxes are not paid within 60 days of year-end, they are recorded as deferred revenue. In the government-wide financial statements, property taxes receivable and related revenue include all amounts due the School District regardless of when cash is received. Over time, substantially all property taxes are collected.

During the fiscal year, \$18 per \$1,000 of equalized non-homestead property value of \$359 million was levied for general operating purposes. For debt service purposes, \$1.35 per \$1,000 of equalized homestead and non-homestead property value of \$688 million was levied for bonded debt repayments by the Debt Service Fund.

#### Intergovernmental Receivables and Deferred Revenue

Intergovernmental receivables are primarily comprised of amounts due from the State and Federal governments. Revenue is recorded as earned when eligibility requirements are met. Grant revenues deferred in the governmental fund financial statements include unearned revenue and revenue received more than 60 days following year-end (unavailable to pay liabilities of the current period). Deferred revenue received after 60 days is fully recognized as revenue in the government-wide statements if grantor eligibility requirements are met.

Amounts due from other governments at June 30, 2008 are as follows:

Due from the State of Michigan State Aid Other receivables

\$1,457,351 239,524

\$1,696,875

#### NOTE E - INVESTMENTS IN CAPITAL ASSETS

Investments in capital assets consist of the following:

	July 1, 2007	Additions	Retirements	June 30, 2008
Buildings and improvements	. , ,	\$ -	\$ -	\$ 15,212,316
Furniture and equipment	921,001	95,687	-	1,016,688
Buses and vehicles	1,660,587	35,700	(320,784)	1,375,503
Total depreciable assets	17,793,904	131,387	(320,784)	17,604,507
Less accumulated depreciation	(7,662,564)	(467,749)	304,427	(7,825,886)
Land	53,441			53,441
Total capital assets, net	\$ 10,184,781	\$ (336,362)	\$ (16,357)	\$ 9,832,062

Depreciation expense was charged to the function in the statement of activities, as follows:

Unallocated \$ (467,749)

#### NOTE F - STATE AID ANTICIPATION NOTE PAYABLE

The State aid anticipation note bears interest at 5.02% and is due July 21, 2008.

#### **NOTE G - LONG-TERM LIABILITIES**

Changes in long-term debt during the year ended June 30, 2008 were as follows:

	Beginning Balance		New Debt	•		Ending Balance		Current Portion
	Darance	_	Deot		creasance	Datatice	_	1 OI tIOII
General obligation bonds	\$10,206,217	\$	-	\$	(530,000)	\$ 9,676,217	\$	622,437
Unaccreted premium	70,943		_		(9,516)	61,427		9,516
Unamortized refinancing								
costs	(328,991)		-		27,802	(301,189)		(27,802)
Accumulated leave liability	222,290	_	1,864	_	<u>-</u>	224,154	_	
Long-term debt at								
June 30, 2008	\$10,170,459	\$	1,864	\$	(511,714)	\$ 9,660,609	\$	604,151

Payments on general obligation bonds are made by the Debt Service Fund. The accumulated leave liability will be liquidated primarily by the General Fund.

At June 30, 2008, the School District's long-term debt consisted of the following:

\$1,295,000 1999 School District refunding general obligation bonds for the advance refunding of the School District's 1992 bond issue; due in annual installments of \$165,000 to \$190,000 through May 1, 2011; interest rate of 3.25% to 4.5%.	\$ 570,000
\$1,820,000 1999 Building and Site Bonds for erecting, furnishing, equipping and remodeling of Betsie Valley Elementary School and the Junior/Senior High School complex; due in annual installments of \$185,000 to \$390,000 through May 1, 2011; interest rate of 4.5% to 5%.	920,000
\$8,260,000 2005 School District refunding general obligation bonds for the advance refunding of the School District's 1999 bond issue; due in annual installments of \$55,000 to \$1,145,000 through May 1, 2019; interest rate of 3.0% to 4.15%.	8,090,000
1998 School Improvement Bond (Durant); due in installments of \$16,484 to \$37,437 through May 15, 2013; average interest rate of 4.76%. This debt will be repaid using revenues provided by the State of Michigan specifically for this purpose. If the Michigan Legislature fails to appropriate funds, the School District is not liable	
for repayment of these bonds.	96,217
Total general obligation bonds payable	9,676,217
Unamortized refinancing costs	(301,189)
Unaccreted premium	61,427
Accumulated leave liability	224,154
Total long-term debt	\$ 9,660,609

Total annual requirements to amortize bonds outstanding as of June 30, 2008 are as follows:

Years Ending  June 30,	<u>Principal</u>	Interest
2009	\$ 622,437	\$ 406,015
2010	658,686	370,783
2011	719,338	341,003
2012	770,020	310,604
2013	825,736	279,689
2014-2018	4,935,000	860,378
2019-2023	1,145,000	47,518
	\$ 9,676,217	\$ 2,615,990

#### Accumulated Leave Liability

Employees of the School District accumulate days of compensated sick leave, as specified by the bargaining units' contract. This benefit vests after 10 years of employment. Upon either resignation or retirement, the employees are compensated at daily rates specified in the bargaining units' contracts.

#### Prior Year Defeasance of Debt - General Obligation Bonds

On February 23, 1999, the School District issued \$1.79 million in obligation bonds with an average interest rate of 4.3% to advance refund \$1.65 million of outstanding 1992 general obligation bonds with an average interest rate of 6.5%. The net proceeds of \$1,737,738 (after payment of \$52,262 in underwriting fees, insurance and other issuance costs) were used to purchase U.S. government securities. Those securities were deposited in an irrevocable trust with an escrow agent to provide for all future debt service payments on the refunded portion of the 1992 general obligation bonds. The outstanding principal of the defeased bonds is \$920,000 at June 30, 2008.

#### **Durant Settlement**

As a result of the Durant v State of Michigan settlement regarding State underfunding of school revenues, the School District will be receiving \$23,475 per year over a ten-year period beginning November 15, 1998. This represents 50% of the expected funds. For the remaining 50% of the funds from this settlement, or \$234,754, the School District has opted to participate in a bonding program enabling it to receive a lump-sum payment on November 15, 1998. The debt will be repaid over a 15-year period beginning May 15, 1999, using revenues provided by the State specifically for this purpose.

As part of the Executive Budget Recommendation for fiscal year 2004, the State refunded the bonds. The refunding changes the payment schedule without changing the total payments. There will be no debt service payments for fiscal years 2004 and 2005. Payments resumed in 2006 in the amount of \$77,794. In the fiscal years 2007 and 2008 there were no debt payments.

#### **NOTE H - RISK MANAGEMENT**

The School District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; unemployment benefits; and natural disasters. The School District manages its risk exposures and provides certain employee benefits through a combination of self-insurance and risk management pools.

The School District pays unemployment claims on a reimbursement basis through the Bureau of Workers' and Unemployment Compensation ("BWUC"). As BWUC pays eligible recipients benefits, this amount is billed to Benzie County Central School District. At June 30, 2008, there were no significant unbilled claims.

The School District participates in Indiana Insurance's risk management pools for worker's compensation claims, liability insurance and errors and omissions coverages. The School District makes annual contributions to Indiana Insurance based on actuarial studies using historical data and insurance industry statistics. These contributions are paid from the General Fund.

#### NOTE I - BALANCES AND TRANSFERS/PAYMENTS WITHIN THE REPORTING ENTITY

#### Receivables and Payables

Outstanding balances between funds reported as "due to/from other funds" include outstanding charges by one fund to another for services or goods, subsidy commitments outstanding at year-end, and other miscellaneous receivables/payables between funds.

Fund	erfund eivable	Interfund <u>Payable</u>			
General Fund Food Service Fund Athletic Fund	\$ 5,286 6,254 150	\$	6,254 5,436		
	\$ 11,690	\$	11,690		

#### Transfers and Payments

Transfers and payments within the reporting entity are substantially for the purposes of subsidizing operating functions, funding capital projects and asset acquisitions or maintaining debt service on a routine basis. Resources are accumulated in a fund to support and simplify the administration of various projects or programs.

The government-wide statement of activities eliminates transfers as reported within the segregated governmental activities column.

The following schedule reports transfers and payments within the reporting entity:

Transfer in	Amount	Transfer out	Amount
Other Governmental Funds Athletic Fund Food Service Fund	\$ 136,986 	Major Governmental Funds General Fund	\$ 242,120
	\$ 242,120		\$ 242,120

#### **NOTE J - PENSION PLAN**

The School District contributes to the Michigan Public School Employees' Retirement Systems ("MPSERS"), a cost-sharing multiple-employer defined benefit pension plan administered by the State of Michigan, Department of Management & Budget Office of Retirement Services ("ORS"). MPSERS provides retirement, disability, death and post-employment health benefits to plan members and beneficiaries. Member Investment Plan ("MIP") participants receive enhanced benefits compared to Basic Plan participants. Benefits are safeguarded by Article IX, Section 24 of the Michigan Constitution. Public Act 300 of 1980, as amended, assigns authority to establish and amend benefit provisions to the State Legislature. MPSERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to MPSERS, P.O. Box 30171, Lansing, MI 48909-7671, by calling (517) 322-5103, or on the State of Michigan's website at www.Michigan.gov.

#### **Funding Policy**

Plan members who participate in MIP are required to contribute 3% to 4.5% of their annual covered salary; plan members who participate in the Basic Plan may not contribute to the Plan; and Benzie County Central School District is required to contribute at an actuarially determined rate using the individual entry age actuarial cost method. The rate was 17.74% for the period July 1, 2007 to September 30, 2007 and 16.72% for the period October 1, 2007 to June 30, 2008 of annual covered payroll. The contribution requirements of plan members and the School District are established and may be amended by the State Legislature. The School District's contributions to MPSERS for the years ended June 30, 2008, 2007 and 2006 were \$1,382,058, \$1,565,260 and \$1,476,630, respectively, which is equal to the required contribution for each year.

#### Post Employment Benefits

Under the MPSERS Act, all retirees participating in the MPSERS pension plan have the option of continuing health, dental and vision coverages. Retirees having these coverages contribute an amount equivalent to the monthly cost for Part B Medicare and 10 percent of the monthly premium amount for the health, dental and vision coverages. Required contributions for post-employment health care are included as part of the School District's total contribution to the MPSERS plan discussed above.

#### NOTE K - COMMITMENTS AND CONTINGENCIES

#### Federal and State Grants

In the normal course of operations, the School District receives grant funds from various Federal and State agencies. The grant programs are subject to audit by agents of the granting authorities, the purpose of which is to ensure compliance with conditions precedent to the granting of funds. Any liability for reimbursement which may arise as the result of these audits is not believed to be material.

#### Collectively Bargained Employment Agreements

The teachers of the School District are organized under the Benzie County Central School District Education Association. The Board of Education and the Benzie County Central School District Education Association have a contract for the years ending June 30, 2005 through June 30, 2007. In July 2008 a new contract between both parties was agreed upon through June 30, 2011.

The support personnel at the School District are organized under the Northern Michigan Education Association. The Board of Education and the Northern Michigan Education Association have a contract for August 1, 2003 through August 1, 2008.

The Food Service personnel at the School District are organized under the Bakery, Confectionery Tobacco Workers & Grain Millers, Local 81 ("BCTGM-Local 81"). The Board of Education and the BCTGM-Local 81 have a contract for August 1, 2003 through August 1, 2008.

#### **NOTE L - SUBSEQUENT EVENTS**

The School District borrowed \$2.5 million subsequent to June 30, 2008. The note, plus interest, will be due July 2009 and is secured by fiscal year 2008 - 2009 State aid.



#### BUDGETARY COMPARISON SCHEDULE FOR THE GENERAL FUND

							Variances - Positive (Negative)			
	Budgeted Amounts			Actual			Original to		nal to Actual	
		Original Fina		Final	(GAAP Basis)		_	Final	<u>Total</u>	
Revenues										
Local and intermediate sources	\$	6,646,401	\$	6,676,707	\$	6,543,970	\$	30,306	\$	(132,737)
State revenues		7,459,086		8,105,195		8,088,109		646,109		(17,086)
Federal revenues		586,036		550,708		548,932		(35,328)		(1,776)
Other		533,288		423,655	_	558,375	_	(109,633)		134,720
Total revenues		15,224,811		15,756,265		15,739,386	_	531,454		(16,879)
Expenditures										
Instruction		9,827,922		9,457,782		9,461,411		370,140		(3,629)
Supporting Services		5,842,189		5,871,211		5,855,999		(29,022)		15,212
Other		6,062		14,818		11,472		(8,756)		3,346
Total expenditures		15,676,173		15,343,811	_	15,328,882		332,362		14,929
REVENUES OVER (UNDER) EXPENDITURES		(451,362)		412,454	_	410,504		863,816		(1,950)
Other financing sources (uses)										
Operating transfers out		(197,803)		(242,120)	_	(242,120)	_	(44,317)		<u>-</u>
REVENUE OVER (UNDER) EXPENDITURES AND OTHER FINANCING SOURCES (USES)		(649,165)		170,334		168,384		819,499		(1,950)
Fund balance, beginning of year	_	1,891,545		1,891,545	_	1,891,545	_			
Fund balance, end of year	\$	1,242,380	\$	2,061,879	\$	2,059,929	\$	819,499	\$	(1,950)

COMBINING FINANCIAL STATEMENTS OF NON-MAJOR GOVERNMENTAL FUNDS

#### COMBINING BALANCE SHEET - NON-MAJOR GOVERNMENTAL FUNDS

June 30, 2008

	Sp	ecial Reve	nue I	Funds		De	ebt Service F	ıds			
	<del>-</del>					1999	2005		1999		Total
			Ref		efunding	Refunding	Bu	ilding and	N	on-Major	
	Foo	d Service	Athletic		Bond Issue		Bond	Site Bond		Governmental	
ASSETS											
Cash and cash equivalents	\$	844	\$	-	\$	30,179	\$ 203,379	\$	58,123	\$	292,525
Other receivables		10,451		-		-	-		-		10,451
Intergovernmental receivable		7,200		-		-	-		-		7,200
Due from other funds		6,254		150		-	-		-		6,404
Inventory		13,599			_						13,599
Total assets	\$	38,348	\$	150	\$	30,179	\$ 203,379	\$	58,123	\$	330,179
LIABILITIES AND FUND BALANCES											
LIABILITIES Approved a second approved approved	¢	27 971	ф	150	ф		\$ -	ф		ф	20.021
Accounts payable and accrued expenses	\$	27,871	Þ	150	Э	-	<b>5</b> -	\$	-	\$	28,021
Due to other funds		5,436								_	5,436
Total liabilities		33,307		150					<u>-</u>		33,457
FUND BALANCES											
Reserved for debt retirement		-		_		30,179	203,379		58,123		291,681
Reserved for Food Service		5,041		<u>-</u>		<u>-</u>					5,041
Total fund balances		5,041			_	30,179	203,379		58,123		296,722
Total liabilities and fund balances	\$	38,348	\$	150	\$	30,179	\$ 203,379	\$	58,123	\$	330,179

## COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - NON-MAJOR GOVERNMENTAL FUNDS

	Special Revo	enue Funds	D			
	_		1999	2005	1999	Total
			Refunding	Refunding	Building and	Non-Major
	Food Service	<u>Athletic</u>	Bond Issue	Bond	Site Bond	Governmental
Revenues						
Property taxes	\$ -	\$ -	\$ 213,312	\$ 385,342	· · · · · · · · · · · · · · · · · · ·	\$ 928,952
Interest	1,023	319	4,327	10,563	6,424	22,656
State revenues	48,478	-	-	-	-	48,478
Federal revenues	460,115	-	-	-	-	460,115
Other	228,141	93,543				321,684
Total revenues	737,757	93,862	217,639	395,905	336,722	1,781,885
Expenditures						
Food Service	842,826	-	-	-	-	842,826
Athletic	-	211,647	-	-	-	211,647
Debt Service						
Principal	-	-	190,000	60,000	280,000	530,000
Interest	-	-	33,060	327,778	56,400	417,238
Other	-	-	300	225	300	825
Capital outlay		19,201				19,201
Total expenditures	842,826	230,848	223,360	388,003	336,700	2,021,737
REVENUES OVER (UNDER) EXPENDITURES	(105,069)	(136,986)	(5,721)	7,902	22	(239,852)
Other financing sources (uses)						
Operating transfers in	105,134	136,986				242,120
REVENUE OVER (UNDER) EXPENDITURES AND OTHER FINANCING SOURCES (USES)	65	-	(5,721)	7,902	22	2,268
Fund balance, beginning of year	4,976		35,900	195,477	58,101	294,454
Fund balance, end of year	\$ 5,041	\$ -	\$ 30,179	\$ 203,379	\$ 58,123	\$ 296,722



#### SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Federal Grantor/ Pass-Through Grantor Program Title	CFDA Number	Av	Original Approved vard/Grant Amount	Accrued Revenue June 30, 2007		Prior Year Expenditures	Current Year Receipts	Current Year Expenditures	Accrued Revenue June 30, 2008
U. S. Department of Education Passed through Michigan Department of Education Title I Grants - Educationally Deprived 081530-0708	84.010	\$	446,053	\$ -	\$	-	\$ 348,615	\$ 397,334	\$ 48,719
Title V - Innovation Educational Program Strategies 080250-0708	84.298		5,420	-		-	5,420	5,420	-
Handicapped Preschool and School Program	84.027		323	-		1,873	323	323	-
Title IIA - Improving Teacher Quality 080520-0708	84.367		109,530	-		-	105,512	107,521	2,009
Safe and Drug-Free Schools and Communities 082860-0708	84.186		9,850	-		-	9,850	9,850	-
Technology Literacy Challenge Grants 084290-0708	84.318		3,976		_	<u>-</u>	3,976	3,976	
Total passed through Michigan Department of Education			575,152	-		1,873	473,696	524,424	50,728
Passed through Traverse Bay Area ISD Preschool 080460-0708	84.027A		21,316				21,316	21,316	
Total U.S. Department of Education			596,468	<del>-</del>		1,873	495,012	545,740	50,728

#### SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Federal Grantor/ Pass-Through Grantor Program Title	CFDA Number	Original Approved Award/Grant Amount		Accrued Revenue July 1, 2007		Prior Year Expenditures		Current Year Receipts		Current Year Expenditures	Accrued Revenue June 30, 2008
U. S. Department of Agriculture											
Nutrition Cluster											
Passed through Michigan Department of Education National School Lunch Program											
1950-All Lunches	10.555	\$	-	\$	-	\$	38,604	\$	50,374		\$ -
1960-Free and Reduced	10.555		-		-		217,990		277,357	277,357	-
1970-Breakfast	10.553			_			69,810	_	95,287	95,287	
Total Nutrition Cluster					<del>_</del>		326,404	_	423,018	423,018	
USDA Commodities											
Bonus	10.550		-		-		336		3,942	3,942	-
Entitlement	10.550						61,328	_	33,156	33,156	
Total passed through Michigan Department of Education							61,664		37,098	37,098	
Total U.S. Department of Agriculture			<u> </u>				388,068		460,116	460,116	
U. S. Department of Health and Human Services Passed through Traverse Bay Area ISD Medicaid - School Based Services	93.778						937		3,191	3,191	
Total Federal Financial Assistance		\$ 596	5,468	\$		\$	390,878	\$	958,319	\$ 1,009,047	\$ 50,728

<sup>-28-</sup> The accompanying notes are an integral part of this schedule.

# **Benzie County Central School District**

#### NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

June 30, 2008

- **Note 1** The Schedule of Expenditures of Federal Awards is prepared using the modified accrual basis of accounting.
- Note 2 Management has reported that expenditures in this Schedule of Expenditures of Federal Awards are equal to those amounts reported in the annual or final cost reports. Unallowed differences, if any, have been disclosed to the auditor.
- Note 3 The financial reports, including claims for advances and reimbursements and amounts claimed or used for matching are timely, complete, accurate and contain information that is supported by the books and records from which the basic financial statements have been prepared. Grant receipts reported on the Schedule of Expenditures of Federal Awards, as passed through the Michigan Department of Education, reconcile to the Grant Section Auditor's Report (R7120). Unreconciled differences have been disclosed to the auditor.
- **Note 4** A reconciliation of expenditures on the Schedule of Expenditures of Federal Awards with Federal sources reported on the financial statements are as follows:

Federal expenditures per Schedule of Expenditures of	
Federal Awards	\$ 1,009,047
Federal sources per financial statements	\$ 1,009,047



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## REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Education Benzie County Central School District

We have audited the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of *Benzie County Central School District* (the "School District") as of and for the year ended June 30, 2008, which collectively comprise the School District's basic financial statements and have issued our report thereon dated September 17, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

#### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the School District's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School District's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the School District's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.



Board of Education Benzie County Central School District Page 2

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the School District's ability to initiate, authorize, record, process or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the School District's financial statements that is more than inconsequential will not be prevented or detected by the School District's internal control. We consider the deficiencies described in the accompanying Schedule of Findings and Questioned Costs as items 2008-1 and 2008-2 to be significant deficiencies in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the School District's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. We believe that both the significant deficiencies described in the accompanying Schedule of Findings and Questioned Costs are material weaknesses.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the School District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The School District's response to the findings identified in our audit is described in the accompanying Schedule of Findings and Questioned Costs. We did not audit the School District's response and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of the Board of Education, management, Michigan Department of Education, Federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Dennis, Gartland & Niergarth

September 17, 2008



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# REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Board of Education Benzie County Central School District

#### Compliance

We have audited the compliance of *Benzie County Central School District* (the "School District") with the types of compliance requirements described in the U.S. Office of Management and Budget ("OMB") Circular A-133 Compliance Supplement that are applicable to each of its major Federal programs for the year ended June 30, 2008. The School District's major Federal programs are identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major Federal programs is the responsibility of the School District's management. Our responsibility is to express an opinion on the School District's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major Federal program occurred. An audit includes examining, on a test basis, evidence about the School District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the School District's compliance with those requirements.

In our opinion, Benzie County Central School District complied, in all material respects, with the requirements referred to above that are applicable to each of its major Federal programs for the year ended June 30, 2008.

Member of CPA MERICA

Board of Education Benzie County Central School District Page 2

## Internal Control Over Compliance

The management of the School District is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to Federal programs. In planning and performing our audit, we considered the School District's internal control over compliance with the requirements that could have a direct and material effect on a major Federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance.

Accordingly, we do not express an opinion on the effectiveness of School District's internal control over compliance.

A control deficiency in an entity's internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a Federal program on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to administer a Federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a Federal program that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material noncompliance with a type of compliance requirement of a Federal program will not be prevented or detected by the entity's internal control.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

This report is intended solely for the information and use of the Board of Education, management, Michigan Department of Education, Federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Dennis, Gartland & Niergarth

September 17, 2008

# **Benzie County Central School District**

## SCHEDULE OF FINDINGS AND QUESTIONED COSTS

June 30, 2008

#### PRIOR YEAR

See current year findings in section 2 for all prior year findings.

## **CURRENT YEAR**

## Section 1 - Summary of Auditors' Results

- 1. The auditor's report represents an unqualified opinion on the financial statements of Benzie County Central School District.
- 2. There were two significant deficiencies, which are considered material weaknesses, in internal control reported as a result of the audit of the financial statements. See Section 2 Findings in Accordance with Governmental Auditing Standards.
- 3. There were no compliance findings disclosed that were material to the School District's financial statements.
- 4. The auditor's report does not disclose any significant deficiencies in internal control over major programs.
- 5. The report over compliance for major programs was unqualified.
- 6. There were no audit findings relative to major programs that are required to be reported.
- 7. The School District's major program were Title I (CFDA No. 84.010) and National School Lunch Program (CFDA No. 10.553 and 10.555).
- 8. The dollar threshold for distinguishing between Type A and Type B programs was \$300,000.
- 9. Benzie County Central School District did not qualify as a low risk auditee.

## SCHEDULE OF FINDINGS AND QUESTIONED COSTS - Continued

## Section 2 - Findings in Accordance with Governmental Auditing Standards

## Finding Number 2008-1

**Criteria:** All Michigan governments are required to prepare financial statements in accordance with generally accepted accounting principles ("GAAP"). This is a responsibility of the School District's management. The preparation of financial statements in accordance with GAAP requires internal controls over both (1) recording, processing and summarizing accounting data (i.e., maintaining internal books and records) and (2) reporting government-wide and fund financial statements, including the related footnotes (i.e., external financial reporting.)

**Condition:** As is the case with many smaller and medium-sized entities, the School District has historically relied on its independent external auditors to assist in the preparation of the basic financial statements as part of its external financial reporting process. Accordingly, the School District's ability to prepare financial statements in accordance with GAAP is based, in part, on its reliance on its external auditors, who cannot by definition be considered a part of the School District's internal controls.

**Cause:** This condition was caused by the School District's decision that it is more cost effective to outsource the preparation of its annual financial statements to auditors than to incur the time and expense of obtaining the necessary resources required for the School District to perform this task internally.

**Effect:** As a result of this condition, the School District lacks internal controls over the preparation of financial statements in accordance with GAAP and instead relies, in part, on its external auditors for assistance with this task.

**Management's Response:** The School District has evaluated the cost vs. benefit of establishing internal controls over the preparation of financial statements in accordance with GAAP, and determined that it is in the best interest of the School District to outsource this task to its external auditors and to carefully review the draft financial statements and notes prior to approving them and accepting responsibility for their content and presentation.

## SCHEDULE OF FINDINGS AND QUESTIONED COSTS - Continued

## Section 2 - Findings in Accordance with Governmental Auditing Standards - Continued

## Finding Number 2008-2

**Criteria:** Adequate segregation of duties for the School District is necessary to minimize the likelihood that fraud or errors could occur and not be detected.

**Condition:** The School District has not achieved a complete segregation of duties among employees who have access to assets and those with accounting responsibilities.

**Cause:** The small size of the business office staff creates an inherent lack of segregation of duties.

**Effect:** As a result of this condition, the School District lacks proper segregation of duties and is exposed to the risk of material misstatement of its financial statements.

**Management's Response:** The School District has evaluated the manner in which they segregate duties and has implemented measures such as Board review of all expenditures and Board President signature of all checks written over \$5,000. However, the cost associated with adding additional staff to achieve a complete segregation is not justified by the expected benefits.

## Section 3 - Findings and Questioned Costs in Accordance with OMB Circular A-133

No findings or questioned costs.



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#### AUDIT-RELATED COMMUNICATIONS

To the Board of Education Benzie County Central School District

We have audited the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of Benzie County Central School District (the "School District") for the year ended June 30, 2008 and have issued our report thereon dated September 17, 2008. Professional standards require that we provide you with the following information related to our audit.

## Our Responsibility under U.S. Generally Accepted Auditing Standards and OMB Circular A-133

As stated in our engagement letter dated June 24, 2008, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.



To the Board of Education Benzie County Central School District Page 2

#### **Compliance**

As part of obtaining reasonable assurance about whether the School District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit. Also, in accordance with OMB Circular A-133, we examined, on a test basis, evidence about the School District's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget ("OMB") Circular A-133 Compliance Supplement applicable to each of its major Federal programs for the purpose of expressing an opinion on the School District's compliance with those requirements. While our audit provides a reasonable basis for our opinion, it does not provide a legal determination on the School District's compliance with those requirements.

#### **Internal Controls**

In planning and performing our audit, we considered the School District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We also considered internal control over compliance with requirements that could have a direct and material effect on a major Federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133. We have issued reports describing our findings.

The following additional matters are not considered to be material weaknesses or significant deficiencies in internal control, but are opportunities to strengthen internal controls, reporting and operating efficiency:

## School Lunch Program

During the course of the audit, we performed predictive revenue tests for the school lunch program. The results were different than expected. Based on meal counts reported to the State, revenues should have been more than what was recorded. When discussed with management, it was determined that most of the difference originated at the point of sale. Breakfast and lunch sales were not initially reported correctly and adjustments to sale classifications were necessary after the fact, in order to have proper meal counts to report to the State. The result is, management believes meal counts reported to the State are correct, but the revenue from the sales has been misclassified as ala-carte sales on the School District's books. We recommend that employees involved with point of sale data entry be trained so school lunch information is accurately reported.

#### Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters on July 2, 2008.

To the Board of Education Benzie County Central School District Page 3

## Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Benzie County Central School District are described in Note A to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2008. We noted no transactions entered into by the School District during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statement in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. However, we do not consider such estimates to be particularly sensitive.

The disclosures in the financial statements are neutral, consistent and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. You may find the disclosure regarding the amount of uninsured funds exposed to custodial credit risk in Note C to the financial statements to be particularly sensitive.

## No Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

## Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Except as shown below, management has corrected all such misstatements. In addition, none of the misstatement detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

#### **Unrecorded Adjustments**

Our predictive test of property taxes suggests recorded revenue is understated by \$10,000. Delinquent taxes and changes in the taxable value of property within the district are two possible causes, but further analysis would be required to determine whether an understatement exists and its cause.

To the Board of Education Benzie County Central School District Page 4

## No Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

## Management Representations

We have requested certain representations from management that are included in the management representation letter dated September 17, 2008.

## Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

## Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the School District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use of the Board of Education and management of Benzie County Central School District and is not intended to be and should not be used by anyone other than these specified parties.

We are pleased to serve as the School District's auditors. If there are any questions about the audited financial statements or the contents of this letter, we would welcome the opportunity to discuss them at your convenience.

Dennis, Gartland & Niergarth

September 17, 2008